

APRIL 8, 1931

On this the 8th day of April 1931, the Board of Trustees for the Arkansas State Teachers College met in the President's office in the Administration Building at Conway, Arkansas, with the following members present and voting: Hirst, Lennard, Andrews, Winham, Smith, Frauenthal.

President McAlister and Mr. Smith were also present.

Minutes of last meeting read and approved.

Mr. Roy Leonard was elected secretary of the Board for the next year.

The following report and recommendations were made by President McAlister:

To the Board of Trustees:

The Arkansas State Teachers College was admitted to membership in the North Central Association of Colleges and Secondary Schools at the March meeting this year. We will be inspected again two years from now. This is caused by our need of repairs to the plant and the lack of equipment in our laboratories.

We have just received information from Dr. Chas. W. Hunt, Secretary of the American Association of Teachers Colleges, that this institution is now rated as a Class "A" Teachers College with no deficiencies. Up to this year we have had one deficiency, - the library. We are one of fifty-one teachers colleges rated as a Class "A" institution with no deficiency. After this year the American Association will only classify as Class "A" those teachers colleges with no deficiency.

Dr. Roy Rutherford, pastor of the First Christian Church, Little Rock, Arkansas has accepted an invitation to preach the commencement sermon to the graduating class at 8 p.m. Sunday May 31st, and Dr. Harrison Hale, Head of the Department of Chemistry at the University of Arkansas has accepted an invitation to deliver the baccalaureate address to the graduating class Monday morning June 1st. The faculty voted last year to have two commencements a year, - one in June and one at the close of the second summer term in August. The commencement in June will be a formal affair with faculty wearing caps and gowns. The commencement in August will be informal with only the seniors wearing caps and gowns.

The resignation of I.P. Daniel as Head of the Department of Biological Science is hereby presented. It is recommended that this resignation be accepted and that Dr. Flora A. Haas be employed another year as Head of this department.

The following members of the faculty request a leave of absence during the summer term 1931:

C.V.Robinette, Biological Science
F.H.Harrin, Education
Jessie Montgomery, Junior H.S. Supervisor
Ora Blackmun, English
E.L.Higgins, History
Lucy Torson, Home Economics (second summer term only)
Homer F. Hess, Music
O.D.Wray, Physical Education
Mary Bernard, Drawing

It is recommended that this be done.

The following are recommended for positions in the summer school 1931:

Dr. E.A.Spessard, Biological Science	\$250.00
Dr. W. Morrison McCall, Education	250.00
Dr. Howard Dawson, Education	250.00
H. C. McCoy, Education	250.00
Julius C. Gray, Education	200.00
V.E.Sammons, Education	200.00
Lulu B. Chase, Education	200.00
Corrine Wools, Education	200.00
Mrs.Jessie Boardman, Education two terms)	200.00 (a term for
Mrs.S.I.Laws, Jr. H.S.Supervisor	200.00
Mrs.Augusta S.Kirten, Supv.Eng in Sr. H.S.	200.00
Elenor Gillian, English	200.00
Hinda Teague Hill, English	200.00
Bernice Galloway, English	200.00
Irene Harrell, For. Language	50.00 a class
H.L.Minton, Geography	200.00
Mary Elizabeth Thomas, History	200.00
C.R.Wilkey, Agriculture	200.00
H.S.Boggan, Agriculture	200.00
E.Y.Fitch, Agriculture	200.00
Mabel Rose Jamison, Drawing	150.00
Erine Benefield, Public Schl. Music	125.00

The following teachers who have been on leave this year and will return next year:

S.I.Laws, Education, replacing Miss Grace Cunningham
Maude Carmichael, Social Science, replacing Mr. Moulton
O.D.Smith, Agriculture, replacing Mr. L.E.Casida
Mrs.Jessie Boardman, Supv. replacing Miss Rhoda Kain

The following teachers have asked for a leave of absence for a part of next year:

C.C.Denney, Education
Mattie Sanders, Supv. Primary Grades
Ada Jane Harvey, Foreign Language
H.L.Minton, Geography

Would recommend that the president be authorized to grant these leaves of absence for such part of the year as will not interfere with the work of the school.

The following recommendations are made with regard to the faculty for next year:

Retain Grace Cunningham in place of Mr. Denney for the time he is granted a leave of absence.

Employ C.F.Sheley who has been on leave this year to replace Miss Harvey during the time she is on leave next year.

Retain Walter Hansen in place of H.L.Minton for the time he is away next year.

Request permission to employ a primary supervisor to replace Miss Sanders, a teacher of English to replace Miss Mitchell, and a woman for physical education for girls.

Request permission to make arrangements with Hendrix College to employ a man with Masters Degree for work in Speech. This man will devote one-half of his time to each college. Salary will be divided between the two colleges. A close check of finances will be made before this arrangement is made in order to see if the money is available.

The following members of the faculty are recommended for next year with the salary set opposite their name:

B.W.Torreyson, President Emeritus	\$4000.00
H.L.McAlister, President	5000.00
A.J.Meadors, (½ time Dean, ½ time English)	3500.00 ..
E.E.Cordrey (½ time Supv. Inst, ½ time Chemistry)	3200.00 ..
Ida Waldron (½ time Dean of Women; ½ time English)	2200.00 ..
Guy E. Smith, Registrar & Disbursing Officer	2900.00 ..
G.Y.Short, Examiner	2600.00 ..
Flora A. Haas, Biological Science	2700.00 ✓...
C.V.Robinette, Biological Science	2600.00 ..
E.S.McDaniel, Education	3300.00 ✓...
F.H.Harrin, Education	3200.00 ..
Daisy Dickerman, Education	2200.00 ..
Grace Cunningham, Education (Denney)	2200.00 ..
S.I.Laws, Education	2600.00 ..
Jessie Montgomery, Supv. Jr. H.S.	2100.00 ..
Laura Haynes, Supv. 5th & 6th grades	2200.00 ..
Mrs. Jessie Boardman, Supv 3rd & 4th Grades	2200.00 ..
Supervisor 1st & 2nd grades	2100.00 ..
P.R.Clugston, English	3300.00 ✓...
Ora Blackman, English	2200.00 ^{45 P} ..
Woman for English	2200.00 ..
Man for Speech, (½ time)	1000.00 ..
Mary E. McKinney, Foreign Language	2700.00 ✓...
C.F.Sheley, Foreign Language	2600.00 ..
Walter Hansen, Geography	2800.00 ..
D.D.McBrien, History	3600.00 ✓...
E.L.Higgins, History	2600.00 ..
L.C.Thompson, History	2600.00 ..
G.D.Estes, Mathematics	3200.00 ..
L.M.Caraher, Mathematics	2200.00 ..
O.N.Lackey, Physical Science,	3200.00 ✓...
Maude Carmichael, Social Science	2700.00 ..
O.D.Smith, Agriculture	3200.00 ..
Grant Collar, Smith-Hughes Agriculture (½ time)	450.00
Lucy Torson, Home Economics	2500.00 ..
Dollie Randleman, Home Economics	2200.00 ..
Edith Langley, Home Economics	2200.00 ..
P.T.McHenry, Ind. Arts	2700.00 ..
Mary Bernard, Drawing	2200.00 ..
Marie Schiechl, Drawing	2100.00 ..
Homer F. Hess, Music	2700.00 ..
Mrs. F.B.McGlachlin, Librarian	2400.00 ..
Evie Shaw, Asst. Librarian	1600.00 ..
Mrs. Annie B.Gibson, Asst. Librarian	1600.00 ..
O.D.Wray, Physical Education	2600.00 ..
Woman for Physical Education (½ time)	1900.00 ..
	117,050.00

including principal at Wooster 1095

This does not include janitor service, stenographic service, clerical service in Extension Department and Post Office, and student help in the training school and library, which will total approximately \$12,000.00 a year. Would request that the president be authorized to employ such help of this character as is needed.

The School District at Wooster has been used as a rural training school for several years. It is requested that the president be authorized to enter into a contract with that School District for the use of the plant at Wooster for rural practice teachers for another year, the District paying for the supervisors and for the transportation of practice teachers.

We have been approached by the Conway Special School District with regard to the operation of the senior high school. At present two senior high schools are operated, one by the school district and the other by our training school. It has been suggested that they be consolidated. Authority is requested to enter into a contract

with the Board of Directors of the Conway School District for the joint operation of a senior high school, subject to the approval of the State Department of Education.

We have been approached by the representatives of the Rosenwald people with reference to extension work for the colored teachers of the state. They want an extension program extending over a period of five years having as the main idea the improvement of teaching in the colored schools. It is understood that if we undertake this program it will be only until such time as the negro school at Pine Bluff is able to take it over. One-half of the expenses will be borne by the Rosenwald people and the other half by the fees paid in by the colored teachers. It is recommended that the president be authorized to enter into such arrangement with the Rosenwald people, provided it takes no funds from the budget of the institution.

Act

The appropriation/for the present fiscal year ending June 30, 1931 carries the transfer clause. It has developed that part of the appropriation made for wages and other help and part made for maintenance is not needed, but that the funds are needed for salaries. It is requested that under the provision of Section 5 of Act 265 of the Acts of 1929 the following transfers be made:

From Wages and other help to Salaries	\$2,380.00
From Maintenance to Salaries	6,682.82
	<u>9,062.82</u>

The appropriation by the Legislature from the millage tax is \$115,000.00 a year for the next two years. The amount appropriated for this year is \$147,000.00. It has been estimated that the amount to be received from this appropriation for this year will be \$140,000.00. The Legislature for the last two sessions has made an additional appropriation of about \$30,000.00 from the General Revenue Fund over and above the millage tax. The Budget Committee refused to consider such an additional appropriation this year.

Act 19 of the Acts of 1931 levies an additional 25% per thousand tax on cigarettes. Fifteen percent of the additional tax goes to the Building Fund of the Arkansas State Teachers College. It is estimated that this will provide approximately \$22,500.00 a year to the Building Fund of this institution. However, I understand that the cost of collection of the cigarette tax is to come out of the fund first. I do not know how much that will reduce our revenue.

Realizing that the \$115,000.00 a year from the millage tax would not be sufficient for the salaries and maintenance for the next biennial, and that there was no chance to secure additional revenue from any other source, permission was secured to use \$20,000.00 a year of the building fund for the maintenance of the institution. This will make a total of \$135,000.00 a year for the next two years for salaries and maintenance.

The following is a recommended budget for the year 1931-32:

INCOME

State Appropriation:	
Salaries and Wages	\$115,000.00
Maintenance	20,000.00
Summer School Fees (estimated)	20,000.00
Fees, Regular Term	24,000.00
	<u>179,000.00</u>

DISBURSMENTS

Salaries and Wages	\$130,000.00
Budget to departments	16,000.00
Miscellaneous Items	5,000.00
Maintenance	20,000.00
Summer School, Extra Help	8,000.00
	<u>179,000.00</u>

Attention is directed to the fact that \$115,000.00 is appropriated from the Millage Fund, all of which MAY NOT be collected.

It is recommended that the fees for the Regular ~~term~~ session be raised from \$8.50 a term to \$10.00 a term. This will add to the income approximately \$3,000.00aa year.

The Governor by deficiency proclamation on May 7, 1929, authorized the construction of the library building. The only provision made by the Legislature for payment of the \$50,000.00 debt incurred in this construction was that it would come from the millage tax and authority was granted to transfer from the building fund to the millage fund a like amount.

Authority was granted under the provisions of Act 19 of the Acts of 1931 for the issuance of \$1,000,000.00 in bonds based on the cigarette fund. Fifteen percent of the bonds sold under the provision of this Act will be placed to the credit of the building fund of the Arkansas State Teachers College.

IF THE BONDS ARE NOT SOLD, there will be collected and placed to the credit of our building fund about \$22,500.00 a year. Taking out the \$20,000.00 appropriated for maintenance of the institution will leave it, ~~present standing~~ we could not pay the library debt. If we pay the library debt we could not operate the school at its present standing.

IF THE BONDS ARE SOLD, there will accrue to the building fund of the Arkansas State Teachers College \$150,000.00 from the sale of the bonds. About \$20,000.00 from the cigarette tax will not be needed to pay the expenses of the sale and principle and interest coming due the next biennium.

RECOMMENDED BUDGET FOR EXPENDITURE OF FUNDS DERIVED FROM ACT 19, OF THE ACTS OF 1931 IF THE BONDS ARE SOLD.

INCOME	
From the Bond Sale	\$150,000.00
Additional Revenue from Cigarette Tax	20,000.00
	170,000.00
DISBURSMENTS	
Maintenance for 1931-32 and 1932-33	40,000.00
Library building debt	50,000.00
Interest on Training School Debt	10,000.00
Repairs to the present plant	29,050.00
Library building	\$4,400.00
Administration Building	6,000.00
Doyne Hall	2,800.00
Green Building	1,000.00
Science Building	5,000.00
Pike Hall	7,500.00
Heat Plant	500.00
Training School	250.00
Caddo Club	500.00
Recover Heat line	2,000.00
Construction vocational building	20,000.00
Equipment	20,050.00
	\$170,000.00

Would recommend that these appropriations be made so that money saved from one item might be transferred and allotted for another item. These repairs are based on average condition of the buildings and approximate prices. Some items may run over and some under the estimated cost.

Would recommend that the following repairs be made between now and June 1, 1931 so as to make available the rooms for use during the summer sessions. It is understood that the repairs are to be paid for on July 1.

- Item No. 1. Make an office of the cloak room on the first floor in the South end of the Administration Building, to be used during the summer by the Dean of Women.

- Item No. 2. Build partition in old library so as to make a classroom in one end of the room and a cloak room for women in the other end.
- Item No. 3. Complete the first floor of the new library so that it may be used as a reading room during the summer terms.

Would recommend that the Board appoint a building committee of three with whom the administration may consult with regard to repairs and who would be empowered to employ an engineer, an architect or a contractor when they deemed it necessary. This building committee would also submit to the Governor for his approval the suggested budget of permanent repairs and buildings, in accordance with the provisions of Section 12 of Act 19 of the Acts of 1931.

Would recommend that the Board employ an architect to draw plans and specifications for the first unit of a vocational building. These plans can be drawn now and as soon as the money is made available by the Bond sale, the building committee can advertise for bids, said bids to be acted on by the Board.

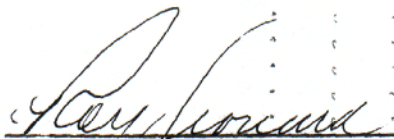
(Signed) H.L. McAlister, President.

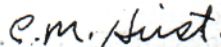
Motion by Winham, seconded by Smith, that the report of President McAlister be received and spread on the minutes, and that all of the recommendations and suggestions be approved. Motion carried.

Motion by Winham, seconded by Andrews that the building committee be composed of Hirst, Frauenthal and Smith. Motion carried.

Motion by Winham, seconded by Andrews that the selection of an architect to draw plans for the vocational building be deferred until June 1. That President McAlister arrange for a Board Meeting at the Bachelor Hotel at noon on that date and that all architects interested be notified that the selection would be made at that time. Motion carried.

The Board adjourned subject to call of the President.


Secretary


Chairman